

CONCORDIA UNIVERSITY  
COMMERCE AND ADMINISTRATION FACULTY COUNCIL  
MINUTE OF MEETING  
FEBRUARY 20, 1987

CAFC-87-02M

In attendance: S. H. Appelbaum, (Chair)  
L. Abadi (MBA Student), D. Acland (Acco.), S. Alvi (Econ.), M. Anvari (DS&MIS), K. Argheyd (Mana.), M. Armstrong (Econ.), V. V. Baba (Mana.), B. Barbieri (Assoc. Dean), P. Barrett (MBA Student), R. Britton (CASA), B. Desai (Comp. Sci.), I. Devine (Assoc. Dean), D. Dinaicopoulos (Comm. Studies), D. Doreen (DS&MIS), M. Feder (CASA), D. Gandhi (Fina.), J. R. Goodwin (Mana.), A. Jalilvand (Fina.), J. Kelly (Mana.), V. H. Kirpalani (Mktg.), L. Kryzanowski (Fina.), M. Kusy (DS&MIS), R. Martin (Reg.), L. McGown (Mktg.), R. McTavish (Mktg.), R. J. Oppenheimer (Mana.), C. Potter (Fina.), J. Ryu (CGSA), T. J. Tomberlin (DS&MIS), S. Wert (CGSA), R. O. Wills (Asso. Dean)

Absent with  
apology: M. Coulas, R. Curnew, U. de Brentani, D. MacDonald, C. A. Ross,  
G. Smith

I Call to Order

The meeting was called to order at 09:35

II Closed Meeting

There were no items on the agenda for a closed meeting.

III Open Meeting

IV Approval of the Agenda (CAFC-87-02A)

IT WAS NOTED BY R. O. WILLS AND SECONDED BY A. JALILVAND THAT THE AGENDA, CAFC-87-02A, BE APPROVED AS PRESENTED.

THE MOTION WAS CARRIED.

V Approval of Minutes of Previous Meeting (CAFC-87-01M)

IT WAS MOVED BY A. JALILVAND AND SECONDED BY V. V. BABA THAT THE MINUTES, CAFC-87-01M, BE APPROVED AS PRESENTED.

V. V. Baba noted a correction to the C.A.S.A. report, page 7, which should read "... applicants obtained approximately 59% ...".

As a point of clarification, R. Martin noted that his remark regarding Dean's Honor List students was a question, not a recommendation.

The mover and the seconder agreed to the amendments.

A lengthy discussion ensued with reference to pages 11 and 12 of the minutes. With respect to concerns regarding deviation from parliamentary procedures, specifically, the perception that the approved agenda had not been observed, the Chair advised that these remarks would have fallen within the Chair's Remarks had Professor Goodwin been present during that period. It was generally agreed that although this type of issue was not beneficial to the business of Council, it was not necessary to adopt a formal motion to this effect. J. Goodwin's request to attach his letter to the minutes as a point of clarification was not endorsed since it was felt that the minutes were the only official record of the Council's proceedings and if they were not an accurate reflection of the proceedings, amendments could be made prior to the approval.

B. Barbieri questioned the status of the charge. The Chair stated that there was no charge and that the issue was closed.

THE MOTION AS AMENDED WAS CARRIED. (In favor - 19, opposed - 2, abstentions - 3).

V Chair's Remarks and Question Period

The Chair introduced L. Abadi and P. Barrette, the organizers of the 1987 MBA Case Competition. P. Barrette summarized the Case Competition activities and noted that due to the fund raising success and corporate sponsorship, the net cost to the Faculty for this year's competition was \$13,000. L. Abadi and P. Barrette thanked the faculty for their support. The Council members extended a vote of thanks to the students for their efforts and the success of the competition. Given the excellent community exposure this vehicle provides for the Faculty, it was suggested that consideration, in terms of budget forecasting and planning, now be given to internationalizing the competition in 1988.

The Chair announced that he would be in Hong Kong the week of February 23rd to pursue linkages with the University of Hong Kong, the Chinese University of Hong Kong, the East Asian Institute of Business and the University of San Francisco. He noted that Dr. Whyte was currently in China and a report on the potential working arrangements with the Chinese Universities would be made after further collaboration with the Canadian Federation of Deans of Management Studies and CIDA. He further advised that Associate Dean

R. O. Wills would be Acting Dean during his absence.

VII Business Arising from Previous Meeting (CAFC-87 01M)

1. Revision of the Composition of the Commerce and Administration Faculty Council (CAFC-87-02A-01)

IT WAS MOVED BY M. KUSY AND SECONDED BY D. GANDHI THAT THE MOTION ADOPTED AT THE FACULTY COUNCIL MEETING HELD JANUARY 23, 1987 REGARDING THE REVISION OF THE COMPOSITION OF FACULTY COUNCIL BE AMENDED TO INCLUDE THE FOLLOWING CHANGES:

- . EDITORIAL  
CHANGE: DELETE THE WORD "HIS" PRIOR TO "DELEGATE"
- . TITLE  
CHANGE: FROM: THE ASSOCIATE DEAN, STUDENT AFFAIRS  
TO: THE ASSOCIATE DEAN, ACADEMIC AND  
STUDENT AFFAIRS

THE MOTION WAS CARRIED.

VIII Reports from Standing Committees

1. Commerce Graduate Studies Committee

On behalf of C. Ross, B. Barbieri made the following report:

1. M.Sc. Proposal  
The proposal has been approved by the Board of Graduate Studies and has been forwarded to the Office of the Treasurer for costing. Upon completion of the costing procedure, the proposal will be returned to the Board of Graduate Studies for approval and then forwarded to Senate for approval.
2. EMBA Program  
Two Open Houses held recently have been well attended. The enrolment target for September 1987 is 35; 6 executives have already been accepted.
3. MBA Program  
The Graduate Studies Committee approved in principle T. J. Tomberlin's proposal for alternatives for MBA teaching and administrative structure which advocates assigning a group of faculty who would be responsible for all academic aspects of the program including curriculum coordination, admissions and student requests and appeals. The proposal will be forwarded to department Chairs for discussion and



4. Sub-Committee Mandates  
With the exception of the EMBA Sub-Committee mandate, all graduate program sub-committee mandates will be revised to include student representation.
  5. Graduate Fellowships  
C. Ross will propose that a quota system for graduate fellowships replace the current evaluation criteria for awards to provide improved opportunity for MBA applicants who because of their varied educational backgrounds fare poorly with the weight system. If the quota system is not accepted, revision of the weight of the evaluation criteria will be proposed.
  6. Dean's Honor List  
The Board of Graduate Studies has approved the proposal to include a notation on the transcripts of students meeting the criteria for the Dean's Honor List for all graduate programs in the Faculty of Commerce and Administration with the exception of the Ph.D. program, pending an agreement between the Faculty and the Registrar's Office on determining the GPA cut-off.
2. Commerce Undergraduate Curriculum Committee
    1. Report on Business Communications course  
(CAFC-87-01A-02 and CAFC-87-02A-02)  
  
IT WAS MOVED BY R. O. WILLS AND SECONDED BY R. MCTAVISH THAT FACULTY COUNCIL ENDORSE THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO INCLUDE A COURSE IN BUSINESS COMMUNICATION IN THE CORE OF THE BACHELOR OF COMMERCE AND THE BACHELOR OF ADMINISTRATION PROGRAMS EFFECTIVE SEPTEMBER 1988.  
  
In response to a question, R. O. Wills confirmed that the course would not be housed by any of the five departments but would be administered by the office of the Associate Dean, Academic and Student Affairs.  
  
V. V. Baba suggested that the course run as a slot course for an additional year to permit more time to study the issue and gather supporting documentation.  
  
D. Acland noted that the proposal indicated that the course would be included in the core in the second year of the program and questioned the estimated costs. R. O. Wills replied that the estimates were on the low side and that start up costs would have to be added.

D. Doreen stressed the need to move ahead now and pointed out that the proposed budget would not reflect the true cost to the Faculty without including the cost savings incurred by the previous elimination of two courses from the core.

In response to B. Barbieri's concern that faculty from the English department were not familiar with business topics, R. O. Wills stated that the course would be appraised and adjusted annually.

R. O. Wills introduced Ms. D. Ross, Lecturer in Communication Management in the EMBA program, who prepared the proposed course description and outline for the Business Communication course.

Ms. Ross advised that the proposed curriculum provided a remedial and progressive approach to developing analytical skills based on a sound foundation. She noted that a recent article in the Harvard Business Review supported the notion that effective communication skills were essential for all business executives.

D. Gandhi questioned the availability of qualified teachers. R. O. Wills replied that many qualified part-time faculty were available from the business sector as well as full-time faculty from the Department of English.

R. Oppenheimer stated that he had reservations about expanding the core based on the limited information available. R. O. Wills assured him that the Curriculum Committee had already spent the past two years collecting the data and assessing the value of the course.

Professors Kusy, Gandhi and McTavish reported that the Departments of DS&MIS, Finance and Marketing were in support of the proposal.

After further discussion concerning the long term growth of internal expertise in the field of business communication, the motion was put to a vote.

THE MOTION WAS CARRIED (In favour - 18, opposed - 6).

#### IX Reports from Faculty Representatives on University Committees

##### 1. University Senate

M. Kusy reported that the two main issues at the Senate level

procedures. He advised that F. R. Whyte would report on the trusteeship issue at the April meeting of Senate.

2. Arts and Science Faculty Council - There was nothing to report.
3. Academic Planning and Priorities Committee  
V. V. Baba advised that the committee would make a report at the April meeting of Senate.
4. Academic Programmes Committee  
R. O. Wills reported that the committee had received a proposal for the restructuring of the Fellowships, Scholarships and Awards Sub-Committee.
5. Senate Research Committee - There was no report.
6. Academic Services Committee

B. Barbieri reported that the main issue of the committee was the report on the copyright issue being assembled by A. Mate, Director of Libraries.

7. University Library Committee (CAFC-87-02A-03)

Z. Gidengil presented for discussion the motion concerning the library loans policy which had been adopted by the Arts and Science Faculty Council.

IT WAS MOVED BY J. RYU AND SECONDED BY R. BRITTON THAT FACULTY COUNCIL ENDORSE THE FOLLOWING RECOMMENDATION OF THE FACULTY OF ARTS AND SCIENCE:

"STEERING COMMITTEE RECOMMENDS THAT THE MAXIMUM NUMBER OF BOOKS TO BE BORROWED AT ANY ONE TIME BE LIMITED TO 15 FOR BOTH STUDENTS AND FACULTY. FACULTY MEMBERS REQUIRING AN EXEMPTION FROM THIS LIMIT MUST MAKE THEIR REQUEST THROUGH THE DEPARTMENT CHAIRPERSON."

After discussion concerning the library loan policing procedures, statistics on abuse of the current system and library loan policies at other universities, the motion was put to a vote.

THE VOTE WAS TIED (In favour - 10, opposed - 10, abstentions-1).

As a point of clarification, Z. Gidengil noted that the term "any one time" could mean that one could borrow 15 (30) books on one day and return to borrow 15 (30) books the following day. In light of the ambiguous wording of the motion, he suggested that Council withhold endorsement of the recommendation.



Based on this point of clarification, M. Kusy suggested that the Council reconsider support of the Arts and Science recommendation.

IT WAS MOVED BY M. KUSY AND SECONDED BY I. DEVINE THAT FACULTY COUNCIL ENDORSE THE FACULTY OF ARTS AND SCIENCES' RECOMMENDATION CONCERNING LIBRARY LOAN POLICY.

THE MOTION WAS DEFEATED (In favour - 8, opposed - 12, abstentions - 2).

8. Fellowships, Scholarships and Awards Sub-Committee  
There was no report.
9. Computer Science Sub-Committee - There was no report.
10. Senate Computer Resources Committee - There was no report.
11. C.A.S.A. - There was no report.
12. Visiting Lecturers Committee - There was no report.
13. Board of Governors  
On behalf of C. Draimin, L. Kryzanowski reported that Dr. M. N. S. Swamy had been re-appointed Dean of the Faculty of Engineering and Computer Science. He also advised that C. Ryan's funding plan for Quebec Universities had been discussed at the last Board of Governors meeting.
14. Board of Graduate Studies  
I. Devine reported that the Dean's Honor list proposal, excluding graduate students from the EMBA and proposed M.Sc. programs, had been approved at the last meeting of the Board.

X New Business

1. CTMC Annual Report (CAFC-87-02A-04)  
L. McGown summarized the activities of the Centre. With regard to the future direction of the Centre, he stated that he would be requesting the advice and consent of Council concerning formal approval of an undergraduate program in distribution management. He advised that the next CTMC Executive Council meeting would take place in April.

The Council members extended a vote of thanks to L. McGown.

IT WAS MOVED BY V. V. BABA AND SECONDED BY A. JALILVAND THAT THE MEETING BE ADJOURNED.

The meeting was adjourned at 11:25.

The next regular meeting of Council will take place on Friday, March 27, 1987, at 09:30 in room GM503-48, SGW Campus.

Please note:

A special meeting of Faculty Council for the approval of the Spring 1987 graduates will take place on Tuesday, May 26, 1987, at 09:30 in room H769, SGW Campus.